



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Leisure Services Committee
Held on Monday 4th November 2019 at 7.15 pm at the Memorial Hall Newmarket

Attendance:

Councillor R Hood (Chairman)
Councillor J Borda
Councillor A Drummond

Councillor P Hulbert
Councillor M Jefferys
Councillor J Lay

Also present: Cathy Whitaker – RFO, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, Cllr Kirk – NTC, Cllr Nobbs – West Suffolk, Sandra Eason – Newmarket History Society, 1 Member of the Press and 2 Members of the Public.

Minute	Action by
L/19/11/1 <u>ELECTION OF A CHAIRMAN</u> With apologies being received from the Chairman and no Vice Chairman available a proposal was made for the Mayor to take the Chair and the following was agreed: <u>L/19/11/1.01 Resolved</u> That the Mayor be elected as Chairman for this meeting.	
L/19/11/2 <u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety briefing and confirmed that proceedings may be filmed or recorded.	
L/19/11/3 <u>APOLOGIES</u> Apologies were received from Cllrs De'Ath and Hirst.	
L/19/11/4 <u>DECLARATION OF MEMBERS INTERESTS & TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u> None noted.	
L/19/11/5 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 7TH OCTOBER 2019</u> Members received the minutes of the Leisure Services Committee meeting held on 7th October 2019 and the following was agreed: <u>L/19/11/5.01 Resolved</u> That the minutes of the Leisure Services Committee meeting held on 7th October 2019 be adopted and signed as a true record by the Chairman of the Leisure Services Committee.	

A Member of the Press joined the meeting.

Matters arising:

Page 2 - L/19/10/9.01 Resolved – A request was made to add the Newmarket Music and Art report to the agenda of the next meeting.

Page 4 – L/19/10/19 – Members were advised that the Journal would be running a competition in January 2020 for the design of the wrought iron arches for Sun Lane.

The Chairman proposed to bring forward items 9 & 19 and the following was agreed:

L/19/11/5.01 Resolved

That items 9 & 19 be brought forward.

L/19/11/6 MEMORIAL GARDENS – PLAY SAFETY REPORT UPDATE

Philippa winter raised concerns regarding the following:

- Maintenance of play equipment
- No canopy for the sensory wall
- No CCTV

The previous Committee had left a budget for the canopy and the maintenance was included in the contract.

The Chairman advised that the TCM had been taking all of these issues forward but that the landlord of the Guineas had requested high charges to install a mast at the Guineas to relay CCTV to West Suffolk.

Members discussed the issues listed above and the following was agreed:

L/19/11/6.01 Resolved

That a site meeting be arranged for the original Memorial Garden Working Committee plus the Events Manager and Cllr Borda to be held by the end of November 2019 and to report back at the next meeting.

L/19/11/6.02 Resolved

That the high costs for the installation of CCTV in the Memorial Garden be delegated to the Working Committee to look at the options.

The Suffolk Constabulary safety report for the Memorial Garden was noted.

L/19/11/7 CORRESPONDENCE

Newmarket Bombing Remembrance exhibition – Sandra Eason from the Newmarket History Society gave a very interesting presentation on the mysterious bombing of Newmarket during WWII. Next year will be the 79th Anniversary and they would like to use the Memorial Hall for an exhibition for 3 days around the 18th February 2020. All of the local schools would be

invited to attend along with residents and visitors. 18th February 2021 would be the 80th anniversary and they would like to hold a bigger event to mark the occasion with a suitable memorial to the heroic actions and tragic fatalities.

The Chairman thanked Sandra for her presentation and the following was agreed:

L/19/11/7.01 Recommendation

That Newmarket History Society be allowed to use the Memorial Hall for a commemorative event for three days to include the 18th February 2020 free of charge.

L/19/11/7.02 Recommendation

That NTC support a bigger event to be held in 2021 in principle.

Sandra thanked the Committee for their support and left the meeting

L/19/11/8 PUBLIC PARTICIPATION ‘AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS RELATING TO THE TOWN TO BE BROUGHT TO THEIR ATTENTION

None noted.

L/19/11/9 FINANCE – TO REVIEW THE INCOME AND EXPENDITURE AND TO CONSIDER BUDGET PRIORITIES

The Chairman proposed the following:

L/19/11/9.01 Resolved

That the setting of budget priorities be deferred to the next meeting.

RFO advised that with Purple Tuesday becoming a yearly event a budget would be set for it next year. A request was made to amend the title to read 4096 – Purple Tuesday Cost.

L/19/11/10 BOOKINGS, EVENT STAFFING AND REQUIREMENTS – TO TIMETABLE FEE REVIEWS

Events Manager advised that there were a few bookings for weekends in November and enquires for parties, weddings in December and for the first time a New Year's Eve party in the Memorial Hall.

L/19/11/11 DRAFT BUDGET

RFO advised that reverting to a contract for cleaning would result in a saving and a request was made to provide a breakdown of the PWLB charges.

L/19/11/12 OKTOBERFEST

The Events Manager advised that it was a successful event with a great atmosphere. There was the potential to increase capacity as customers were

wanting to purchase tickets on the day of the event. The organisers would like to hold 2 events next year for a Springfest 28th March 2020 and an Oktoberfest 26th September 2020. A request was made to change the Oktoberfest to a date in October 2020 and the following was agreed:

L/19/11/12.01 Recommendation

That a Springfest and Oktoberfest be held at the Severals on 28th March 2020 and a date in October 2020 to be confirmed.

L/19/11/13 TO CONSIDER PLANS FOR A TASTE OF CHRISTMAS 2019

The Events Manager advised that the costs for a Heliosphere performance were too high and had been discounted from the list of activities.

The event would include the following:

- A free Carousel
- All day DJ playing festive music
- Two stilt walkers in the High Street directing people to the Memorial Garden
- Christmas market in the Memorial Garden with 10 stalls and 5 food stalls
- A Father Christmas and Elf with a mobility friendly sleigh for photo opportunities from 11:00am – 1:00pm and 2:00 – 5:00pm
- A local children's dance school performance at 12:00pm
- Newmarket Choir singing carols at 4:00pm and 5:00pm
- The Divine Fire Group – 3 dancers performing with fire at 3:30, 4:30 and at 5:30 to close the event. The Divine Fire Group were generously sponsored by the Heath Court Hotel

A request was made for volunteers to help set up the event and marquee.

L/19/11/14 FITSALL ROOFING – TO CONSIDER QUOTES

The Committee considered the quotes and RFO was requested to seek two further quotes.

L/19/11/15 TO DISCUSS THE OPENING AND CLOSING OF THE PUBLIC TOILETS DURING WINTER MONTHS

RFO advised that the toilets were normally closed for the winter except for the Christmas lights switch on and the Taste of Christmas events. The following was agreed:

L/19/11/15.01 Resolved

That the public toilets be closed from 5th November 2019 to 29th March 2020.

L/19/11/16 CARNIVAL 2020

The Chairman advised that an item would be added to the Public Exempt part of the next meeting for a confidential update.

L/19/11/17 SILVER SUNDAY

The Events Manager advised that 63 people had attended the free event and

enjoyed the afternoon tea kindly donated by Tesco.

Heath Court Hotel provided wonderful raffle prizes and the Racecourse provided 2 double tickets for the premier enclosure.

Photos of the event were sent to the Journal for a press release.

The Chairman gave special thanks to Cllr Nobbs for his help at the event and for the generous raffle prizes along with Tesco and the Racecourse. Events Manager was requested to draft a letter of thanks for the Mayor to sign.

L/19/11/18 CRICKET PITCH

Members were advised that all efforts should be made to encourage cricket to be played at the Severals, however it was noted that West Suffolk were planning to start work on a sports hub at the George Lambton fields in 2020 and the following was agreed:

L/19/11/18.01 Resolved

That Cllr Lay finds out what proposals West Suffolk have for cricket at the planned sports hub.

A Member of the Press left the meeting.

L/19/11/19 TO REVIEW HIRE FEES

The Events Manager advised that the hire fees should remain unchanged for 2020/2021 and the following was agreed:

L/19/11/19.01 Recommendation

That the hire fees for Newmarket Venues remain unchanged for the next financial year 2020/2021.

A Member of the Public left the meeting

L/19/11/20 TO NOTE ANY ITEMS FOR NEXT MEETING

- Newmarket Music and Art Report
- Draft Budget 20/21
- Newmarket History Society event
- Memorial Garden Hut

L/19/11/21 DATE OF NEXT MEETING

Monday 2nd December 2019 in the Memorial Hall

Meeting closed at 8:35pm.

Signed:By the Chairman

Date: 02/12/2019